



# NOTICE OF VACANCY

**JOB TITLE:** Property and Maintenance Supervisor I  
(Construction)  
**DEPARTMENT:** Utilities  
**SALARY:** \$26,107.12  
**BEGINNING DATE:** January 27, 2006  
**CLOSING DATE:** February 03, 2006

## **MAJOR DUTIES:**

Trains, supervise, evaluate, counsels, and serves as a resource to subordinate employees. Makes water and sewer taps, lays pipe, treats sewer lines, and clears water and sewer rights-of way. Reads and interprets blueprints. Locates water and sewer lines and leaks, and turns off water mains. Operates a backhoe, roller, trencher, and other equipment. Responds to customer complaints and answers emergency service calls. Flags traffic around work areas.

## **MINIMUM QUALIFICATIONS:**

Education: High School diploma, trade school, or equivalent level of education.

Experience: 5+ years in similar position or sufficient experience to perform principal duties and responsibilities, usually associated with completion of apprenticeship/internship. Considerable knowledge of methods and practices of installing, maintaining, and repairing water meters, and water and sewer mains and lines, and effective supervisory practices. Familiarity with policies and procedures pertaining to the repair and maintenance of water and sewer mains and location of water and sewer lines. Proficiency in laying pipe, supervision, constructing, maintaining and repairing water and sewer lines and mains, and using tools.

Mastery of operating equipment such as a backhoe, roller, trencher, sewer Roding machine, and tapping machine. Good communication skills, both oral and written.

Demonstrated ability to work independently. (Possess or have the ability to obtain a Class III Certification in water distribution through Georgia State Board of Examiners within eighteen (18) months of employment).

Please submit all résumés/applications to the Human Resources Department on or before the closing date. Applications are available in the Human Resources Department. Applications and Resumes are accepted Monday through Friday from 8:30 a.m. to 5:00 p.m.

Augusta Human Resources Department  
530 Greene Street  
Room 601 – Municipal Building  
(706) 821-2303 (706) 821-2867 FAX  
Job Line: 821 -2305  
[WWW.AUGUSTAGA.GOV](http://WWW.AUGUSTAGA.GOV)

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We do not discriminate on the basis of Race, Religion, Color, Gender, Age, National Origin or Disability.